



# MURRIETA VALLEY CEMETERY DISTRICT

Laurel Cemetery/District Office  
42800 Ivy Street  
Murrieta, CA 92562

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[www.murrietacemetery.org/](http://www.murrietacemetery.org/)

## AGENDA

### REGULAR MEETING OF THE BOARD OF TRUSTEES

February 18<sup>th</sup>, 2024 — 02:00 PM

42800 Ivy Street, Murrieta, CA 92562

- A. Call to Order-**
- B. Pledge of Allegiance-**
- C. Roll Call-** Chair Mejares-Pham, Vice Chair Penko, Trustee Barton, Trustee Klein, Trustee McConnell, Office Manager Richi, General Manager Sauer
- D. Approval of Agenda-**
- E. Announcements -**
- F. Public Comments –**  
Members of the public are invited to address the Board concerning any items not on the agenda, but within the subject matter jurisdiction of the Board of Trustees. Members of the public may address the Board on agenda items when those matters come up for discussion for a total of three minutes.
- G. Consent Calendar-**
  - 1. Accept Minutes -
  - 2. Approve disbursements-
  - 3. Receive and File Financial Statements -
- H. Discussion Items –**
  - 1. Burial policy - burial (internment/inurnment) hours
  - 2. New Employee handbook
  - 3. Ecofert Landscape Solution information (General Manager Sauer)
  - 4. Land Acquisition account explanation (General Manager Sauer)
- I. General Manager Report -** New Endowment account information / update
- J. Office Manager Report -**
  - 2. Digitized Files -
  - 3. Financials – APS in tomorrow will have Jan.2025 for March meeting
- K. Action Items- 1.** Burial policy - burial (internment/inurnment) hours
- L. Closed Session Items-**
  - 1. Public Employee Performance Evaluation Pursuant to Government Code Section 54957 Job Title: General Manager
- M. Trustee Reports-**
- N. Future Agenda Items-** Financials for January (Review March 4th meeting), Statement of Economic Interests- California Form 700, Subcommittees 2025, Health Benefits / Life insurance, New Employee handbook, US Bank (endowment account), Travel Expense Policy/ Resolution, Put on November: Professional Development assessment and budget for 2026
- O. Next Meeting Date:** March 4<sup>th</sup>, 2025 02:00 PM \*\*1:00 PM ceremony at MVCD\*\*
- P. Adjournment-**

**IMPORTANT NOTICES**



**In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the District Manager at (951) 677-4223. (28 CFR 35.102.35.104 ADA Title II)**  
**The agenda and all related documents are available for public review online at [www.murrietacemetery.org](http://www.murrietacemetery.org) and at the Murrieta Valley Cemetery District Office located at 42800 Ivy St. Murrieta, California, during regular business hours: 8:00 a.m. – 4:00 p.m. – Monday through Friday.**

**CERTIFICATION**

I, Chelsea Richi, Office Manager/ Secretary of the Murrieta Valley Cemetery District, do hereby certify that a copy of the foregoing Agenda was posted on 02/13/2025 on the District's website.

Date: 02/13/2025

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Respectfully By: Chelsea Richi,  
Office Manager & Secretary to the Board

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